



**DEPARTMENT OF INSPECTIONS,
LICENSES AND PERMITS
220 S. Main Street, Bel Air, MD 21014
410-638-3305**

FOR OFFICE USE ONLY	
License No.	_____
Date Applied	_____
Expiration Date	_____
New	_____ Renewal
Application Fee	_____
Vehicle Fee	_____

TOWING BUSINESS LICENSE PROCEDURES

TOW AREA # _____ TOW AREA # _____ TOW AREA # _____
ONE OR MULTI TOW AREAS/1 TOW LOT

- 1. Complete attached application. A certified copy of a Department of Transportation (DOT) inspection,** completed no more than 12 months prior to application date, must be submitted with completed application.
- 2. Insurance – SUBMIT CERTIFICATE OF INSURANCE** reflecting a minimum of \$100,000/\$300,000/\$100,000 per Harford County Code §237-7. Must include **ONHOOK & CARGO INSURANCE** (Minimum - \$75,000).
- 3. Zoning Approval** is needed for all new applicants or for a new address. Must be approved and dated below by the Department of Planning and Zoning (410-638-3103).
- 4. New Applicant** – return completed application, \$100 application fee, required forms and signatures to DEPARTMENT OF INSPECTIONS, LICENSES AND PERMITS, 220 S. MAIN STREET, BEL AIR, MD 21014. **Renewal applicants** may send \$50 license fee per towing vehicle along with completed renewal application.
- 5.** Department of Inspections, Licenses and Permits shall forward the completed application to the Sheriff's Office for investigation and inspections.
- 6.** Applicant will be notified by Department of Inspections, Licenses and Permits of approval/disapproval. If application is approved, applicant shall **pay a license fee of \$50 per towing vehicle**, covering license for the current calendar year.
- 7.** Licensee shall be provided with a decal for each towing vehicle by the Department of Inspections, Licenses and Permits.
- 8.** Renewal towing applications shall be mailed on an annual basis and must be returned by the stipulated date otherwise they will be treated as a new application (new application fee is \$100).
- 9.** Application shall be signed by the owner of the towing business or if towing business is a corporation, by the president of the corporation.

*******FOR OFFICE USE ONLY*******

TOW AREA(S)# _____ Multi Areas/One Tow Lot

ZONING APPROVAL _____ Original App. Date: _____ Current Date: _____

ADDRESS: _____

SHERIFF'S OFFICE RECOMMENDATION: APPROVAL _____ DISAPPROVAL _____

APPROVED BY: _____ DATE: _____

IF DISAPPROVED-REASON _____

HARFORD COUNTY GOVERNMENT

Department of Inspections, Licenses and Permits

HARFORD COUNTY TOW SERVICE APPLICATION	Firm/Business Name
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Business Address			Mailing Address		
City	State	Zip Code	City	State	Zip Code
Telephone No. Day Night			Business Hours		

Owner's Name (Last, First, Middle)			Manager's Name (Last, First, Middle)		
Date of Birth	Home Telephone No.	Date of Birth	Home Telephone No.		
Home Address		Home Address			
City	State	Zip Code	City	State	Zip Code
Driver's License No.		State	Driver's License No.		State

Truck Operator's Name (Last, First, Middle)			Truck Operator's Name (Last, First, Middle)		
Date of Birth	Home Telephone No.	Date of Birth	Home Telephone No.		
Home Address		Home Address			
City	State	Zip Code	City	State	Zip Code
Driver's License No.		State	Driver's License No.		State

SERVICES PROVIDED OTHER THAN TOWING

Fuel	Gasoline <input type="checkbox"/> Yes <input type="checkbox"/> No Diesel <input type="checkbox"/> Yes <input type="checkbox"/> No Propane <input type="checkbox"/> Yes <input type="checkbox"/> No
Tires – Sales	Automobile <input type="checkbox"/> Yes <input type="checkbox"/> No Truck <input type="checkbox"/> Yes <input type="checkbox"/> No
Tires – Repair	Automobile <input type="checkbox"/> Yes <input type="checkbox"/> No Truck <input type="checkbox"/> Yes <input type="checkbox"/> No
Motor Repairs	Includes radiator hoses, fan belts, batteries, etc. <input type="checkbox"/> Yes <input type="checkbox"/> No
Road Service	Change flat tires and minor repairs along the roadside <input type="checkbox"/> Yes <input type="checkbox"/> No

METHODS OF PAYMENT/ROAD SERVICE AGENCIES/CREDIT CARDS ACCEPTED

<input type="checkbox"/> Visa <input type="checkbox"/> M/C <input type="checkbox"/> Discover <input type="checkbox"/> American Express <input type="checkbox"/> AAA <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Other – Type of Payment _____
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HARFORD COUNTY GOVERNMENT
Department of Inspections, Licenses and Permits
Business/Storage Facility

Storage Facility Location (minimum fence height-8 ft.) (minimum capacity-10 vehicles):	Vehicle Capacity
Security: <input type="checkbox"/> Fence <input type="checkbox"/> Dogs <input type="checkbox"/> Alarm <input type="checkbox"/> Other	

REGULATION AND LICENSURE

Is the business properly licensed under state, local and business ordinances? (Submit copy of license with application)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the business licensed as an automotive dismantler, recycler or scrap processor by the Maryland State Motor Vehicle Administration? (Submit copy of license with application)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you comply with environmental regulations as required by Article 27, Section 469 and Title 8 Natural Resources?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have storage facilities for storing waste fuel oil and other vehicle fluids?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

TOWING VEHICLES
(LIST EACH TRUCK PROVIDING ALL INFORMATION)

Are all towing vehicles properly insured? <input type="checkbox"/> Yes <input type="checkbox"/> No Submit a CERTIFICATE OF INSURANCE with ONHOOK/CARGO insurance included	Amount of Coverage
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Vehicle Year	Make	Serial No.	Tag No.	State
Type: <input type="checkbox"/> Roll Back <input type="checkbox"/> Boom <input type="checkbox"/> Other			GVW Rating	
Vehicle Year	Make	Serial No.	Tag No.	State
Type: <input type="checkbox"/> Roll Back <input type="checkbox"/> Boom <input type="checkbox"/> Other			GVW Rating	
Vehicle Year	Make	Serial No.	Tag No.	State
Type: <input type="checkbox"/> Roll Back <input type="checkbox"/> Boom <input type="checkbox"/> Other			GVW Rating	

I solemnly swear and affirm, upon personal knowledge and under the penalties of perjury, that the foregoing responses are true and correct.

I further understand that false statements on this application may result in denial or revocation of a Towing Business License pursuant to Section 237-2 of the Harford County Code.

In consideration of the granting of this license, I agree that I will conform to and abide by all the rules and regulations of the Department of Inspections, Licenses and Permits and in accordance with the Harford County Code, Chapter 237 (Towing Businesses), as amended.

Name (please print)

Signature

Date

HARFORD COUNTY GOVERNMENT
Department of Inspections, Licenses and Permits
Use for Additional Operators and Towing Vehicles

Truck Operator's Name (Last, First, Middle)			Truck Operator's Name (Last, First, Middle)		
Date of Birth	Home Telephone No.		Date of Birth	Home Telephone No.	
Home Address			Home Address		
City	State	Zip Code	City	State	Zip Code
Driver's License No.		State	Driver's License No.		State

Truck Operator's Name (Last, First, Middle)			Truck Operator's Name (Last, First, Middle)		
Date of Birth	Home Telephone No.		Date of Birth	Home Telephone No.	
Home Address			Home Address		
City	State	Zip Code	City	State	Zip Code
Driver's License No.		State	Driver's License No.		State

TOWING VEHICLES
(LIST EACH TRUCK PROVIDING ALL INFORMATION)

Are all towing vehicles properly insured? <input type="checkbox"/> Yes <input type="checkbox"/> No	Amount of Coverage
Submit a CERTIFICATE OF INSURANCE with ONHOOK/CARGO insurance included	

Vehicle Year	Make	Serial No.	Tag No.	State
Type: <input type="checkbox"/> Roll Back <input type="checkbox"/> Boom <input type="checkbox"/> Other			GVW Rating	
Vehicle Year	Make	Serial No.	Tag No.	State
Type: <input type="checkbox"/> Roll Back <input type="checkbox"/> Boom <input type="checkbox"/> Other			GVW Rating	
Vehicle Year	Make	Serial No.	Tag No.	State
Type: <input type="checkbox"/> Roll Back <input type="checkbox"/> Boom <input type="checkbox"/> Other			GVW Rating	

Towing vehicles must comply with the following:

- Tow Truck Registration: Transportation Article 13-920
- Minimum Standards for Equipment: Transportation Article 23-104
- Amber Lights: Transportation Article 22-218.2
- Fuel Tax Permits (if applicable): Article 81, Section 423

Miscellaneous items for compliance with Transportation Article 21.1111c:

- Shovels, Heavy Duty Boom, Fire Extinguisher, Absorbent, Disposable Plastic Bags, Receptacle for Debris,
- Flood Lights to illuminate scene at night.